



INDIANA STATE FAIR PR/MEDIA DEPARTMENT INTERNSHIP NOTICE

Are you a PR, communications, journalism or marketing student with a strong writing background and the ability to work independently? Then come be part of a Hoosier tradition and gain valuable REAL WORLD experience helping to create and deliver key messages for the Indiana State Fair.

Job assignments will vary, but you will be counted on to coordinate different projects and add your own ideas to enhance our PR and marketing efforts for this wonderful 17-day family event. County fair or 4-H experience is a plus, but not required.

Duties Include:

1. Writing press releases and marketing materials
2. Monitoring/updating social media outlets
3. Monitoring media clips
4. Updating media databases
5. Reporting on State Fair events
6. Photographing events and facilities
7. Assisting statewide media
8. General office duties

Interested Applicants Should Have:

1. An interest in public relations/journalism/marketing
2. Press release writing experience
3. Knowledge of AP style
4. Experience with social media
5. Digital photography skills
6. Good verbal and written communication skills
7. Team attitude
8. Ability to handle independent projects to completion

Internships begin in May/June. Interns are required to stay through the duration of the State Fair, August 3 – 19. Internships are 40 hours/week with extended hours during the Fair.

Interested applicants should mail their completed application, resume and up to 3 writing samples (press clippings or releases) by March 15th to:

Mark Anderson
Indiana State Fair Commission
1202 East 38th Street
Indianapolis, Indiana 46205

If you need additional information, contact Andy Klotz at (317) 927-7577 or e-mail aklotz@indianastatefair.com.